



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON-DETROIT ARSENAL
6501 E. ELEVEN MILE ROAD
WARREN MI 48397-5000

IMNE-MIG-SO

13 APR 2009

MEMORANDUM FOR U.S. Army Garrison-Detroit Arsenal Assigned and Attached Personnel

SUBJECT: Policy Memorandum #05, Risk Decision Authority

1. REFERENCES.

- a. AR 385-10, Army Safety Program, 23 Aug 07
- b. DA PAM 385-30, Mishap Risk Management, 10 Oct 07
- c. FM 5-19, Composite Risk Management, 21 Aug 06

2. PURPOSE. To establish the appropriate level of Risk Decision Authority for US Army Garrison-Detroit Arsenal (USAG-DTA) operations.

3. APPLICABILITY. This policy is applicable to all civilian and military personnel assigned to and/or under the operational control of the U.S. Army Garrison-Detroit Arsenal.

4. POLICY. This document outlines the procedures for implementation of Composite Risk Management (CRM) and Risk Decision Authority for USAG-DTA operations.

5. PROCEDURES.

a. Composite Risk Management (CRM), the primary process used for accident prevention within the Army, is an analytical technique that is used to systematically assess, eliminate, or reduce the risk associated with any operation or action. It must be a routine part of planning and executing operational missions. The process is cyclic in nature and applies from initial planning through after-action review.

b. The primary tenets of effective CRM are that commanders will accept no risk unless the potential benefit outweighs the potential loss, and that risk decisions must be made at the appropriate level. Risk decision authority is based upon the residual risk of an activity after application of control measures. Successful designation of signature levels hinges upon an honest dedication to the use of the Risk Level Matrix.

e. An important factor in risk decision authority is ownership of the resources necessary to control, eliminate, or correct the hazard in the appropriate time frame.

(1) When the risk involves more than one organization on the installation (for example, risk associated with a bridge needing replacement, electrical wiring requiring upgrading, or an ammunition storage location used by several tenant's activities), then the risk owner is in the Garrison Manager's chain-of-command.

(2) When the risk involves only one of the tenant activities and does not expose any other organizations on the installation to danger (for example, risk associated with a unit's training activity), then the risk owner is in the Mission Commander's chain-of-command.

(3) When the risk involves only one of the tenant activities, but exposes other tenants to danger (for example, unit arms room in a shared building or storage of hazardous material in a shared facility), then the risk owner is in the Mission Commander's chain-of-command, but the Garrison Manager or his/her chain-of-command must concur with the risk decision.

f. The following Risk Decision Authority Matrix shall apply depending on the duration of the risk:

Risk Decision Authority Matrix					
Category of risk	Duration of Risk				
	24-hours or less	1-month or less	1 year or less	More than 1 year, less than 5 years	Permanent or greater than 5 years
Extremely High	Senior Commander	Senior Commander	IMCOM CG	IMCOM CG	ASA (I&E)
High Risk	Garrison Manager	Garrison Manager	Senior Commander	IMCOM CG	IMCOM CG
Medium Risk	Deputy Garrison Manager	Deputy Garrison Manager	Garrison Manager	Senior Commander	IMCOM CG
Low Risk	Director/Office Chief	Director/Office Chief	Deputy Garrison Manager	Garrison Manager	Senior Commander

g. Non-IMCOM organizations must ensure they are compliant with their MACOM Composite Risk Management Policy and will inform the Garrison Manager of any High or Extremely High risk activity occurring on the installation even when the risk involves only their tenant activity.

h. The Installation Safety Office (ISO) will assist Garrison and tenant organizations in processing the CRM Worksheet (enclosed) by using regulatory guidance referenced above. CRM Worksheets will be reviewed by the ISO for all USAG-DTA operations prior to the risk being accepted. Some scenarios may require a Certificate of Risk Acceptance (DA Form 7632) in addition to the CRM Worksheet. When this situation arises the ISO will inform the responsible party and provide assistance in processing DA Form 7632.

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6. PROPONENT. The Installation Safety Office (ISO) is the proponent for this USAG-DTA policy. POC is the Chief, ISO, COMM 586-574-6121, or DSN 786-6121.

Encl
CRM Worksheet


BRENDAL EEMCCULLOUGH
Garrison Manager

1. Organization and Unit Location:										1		of																																															
3. Mission/Task:										4. DTG Begin:				5. DTG End:				6. Date Prepared:																																									
7. Prepared by: (Name/Rank/Duty Position)																																																											
8. Identified Hazards:										9. Assess the Hazards: Initial Risk										10. Developed Control Measures for Identified Hazards: (Specific measures taken to reduce the probability and severity of a hazard)										11. Make Risk Decisions: Remaining Risk										12. How to Implement the Controls: (Include SOPs and References, PCI, etc.)										13. Supervision and Evaluation by: (Continuous, Leader Checks, Buddy System, SITREP, etc.)									
(Be Specific)										L M H E										(Be Specific)										L M H E										(Be Specific)										(Be Specific)									

										LOW	MEDIUM	HIGH	EXTREMELY HIGH	
14. Remaining Risk Level After Countermeasures Are Implemented: (CHECK BOX FOR REMAINING RISK LEVEL)										→				
15. SAFETY OFFICE CONCURRENCE:														
Rank/Last Name/Duty Position:														
16. RISK DECISION AUTHORITY: (Approval Authority Signature Block)														
Rank/Last Name/Duty Position:														